

State of New Hampshire

SHOP



Board of Barbering, Cosmetology, and Esthetics
2 Industrial Park Drive
Concord NH 03301
271-3608

YOU MUST ENCLOSE THE FOLLOWING:

- A letter notarized proving one year work experience;
- Self-Inspection form;
- Questionnaire for owner and manager;
- Application fee of \$45.00 for each shop license checked below. Make check or money order payable to: Treasurer, State of New Hampshire;
- If this is a change of owner, you must provide proof of ownership.

If you are going to offer tanning you must register as a Tanning Facility. You can obtain the application on our web page at www.nh.gov/cosmet or call the office and we will mail you one.

APPLICATION FOR REGISTRATION OF: (CHECK THE NECESSARY LICENSURES)
 () COSMETOLOGY SHOP () BARBER SHOP () MANICURING SHOP () ESTHETICS SHOP

NEW SHOP: _____ CHANGE OF OWNER: _____ RELOCATION: _____ TO DUAL LICENSE: _____

ARE YOU A CURRENT BOOTH RENTER: YES _____ NO _____ IF YES, ARE YOU GOING TO KEEP THIS BOOTH RENTAL: YES _____ NO _____

IF RELOCATION OLD ADDRESS: _____

IF SHOP NAME CHANGES OLD NAME: _____

NAME OF SHOP: _____

NAME OF SHOP OWNER: _____

(Mailing) ADDRESS OF SHOP: _____

(Physical) ADDRESS OF SHOP: _____

TELEPHONE OF SHOP: _____ CELL PHONE # _____ HOME PHONE # _____

SHOP OWNERS SSN: _____ SHOP OWNERS BIRTH MONTH _____

MANAGER NAME: _____ MANAGER/OR OWNER LICENSE # _____

MANAGER SIGNATURE: _____ Date _____

SHOP OWNER SIGNATURE: _____ Date _____



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YOU ARE REQUIRED TO SEND ALL PAGES

Dear Applicant:

Please be advised that it is your responsibility to be in compliance with all laws and rules of the Board of Barbering, Cosmetology, and Esthetics.

Upon request the Board will provide the licensee with laws governing the practice of Barbering, Cosmetology, and Esthetics and the administrative rules. You must be in compliance with all laws and rules of the Board, along with any other State requirements, and your city or town in which your shop is located.

The discharge of salon wastewater to a septic system is regulated by the Department of Environmental Services (DES) under the New Hampshire Code of Administrative Rules Env-Ws 1500, Groundwater Discharge Permit and Registration Rules. For additional information please contact Mitchell Locker at (603) 271-2858.

I _____ certify that I have read all laws governing barbering, cosmetology, and esthetics and the administrative rules of the Board. I believe my shop to be in compliance with all of them. I will have the certificate of occupancy or a letter from the town stating I am in compliance and that a certificate is not required prior to my opening. I understand that my shop cannot open until the certificate of occupancy or letter has been received, and the Board's inspector has given me approval. I further state that I will repay the fee if I am not at the shop when the inspector arrives to conduct the inspection or if my shop is not in compliance.

Signature_____

Date_____

THE SELF-INSPECTION FORM

***YOU MUST COMPLETE THIS FORM AND RETURN IT TO THE BOARD OF BARBERING, COSMETOLOGY AND ESTEHTICS WITHIN 5 BUSINESS DAYS.**

Board of Barbering, Cosmetology, And Esthetics 2 Industrial Park Drive Concord NH 03301 Telephone (603) 271-3608		Office Use Only																											
Board of Barbering, Cosmetology, and Esthetics Self-Inspection Report																													
Name of Shop:		Name of Shop Owner:																											
Physical Address of the Shop:																													
City:		Zip Code:																											
Shop Hours:		Telephone Number:																											
Check list for Self-Inspection for Shop Establishment																													
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All statements made in this self-inspection report are true to the best of my knowledge. I am aware that any false information given by me may be punishable by law, and/or grounds for disciplinary actions against my license.																													
Signature of Shop Owner		Date:																											

